Foreign Affairs Manual

5 FAM – INFORMATION MANAGEMENT

Change Transmittal: IM-123
Date: November 16, 2011

5 FAM 1030
INFORMATION TECHNOLOGY (IT)
TACTICAL PLANNING

Changes

1. This Change Transmittal issues revised subchapter 5 FAM 1030, Policy Information Technology (IT) Tactical Planning:

   - The links pointing to the IT Strategic Plan, IT Tactical Plan, and Department Strategic Plan have been changed to reflect the most current document.

2. Because the text for each hyperlink follows a standard pattern for formatting (and the text itself did not change), we did not format them in *dark magenta italic*. The CT line in each section shows when that section last changed.

3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).

4. The office responsible for the material in this subchapter is IRM/BMP/GRP/GP. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

Filing Instructions (Paper Copies)

1. Remove and discard the old 5 FAM 1030 (CT:IM-119;   09-22-2011) and insert the new 5 FAM 1030 (CT:IM-123, 11-16-2011).

2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT: IM-123 and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.

2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).

3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.